

**DEPARTMENT OF
PUBLIC HEALTH AND HUMAN SERVICES**
Quality Assurance Division



BRIAN SCHWEITZER
GOVERNOR

JOAN MILES
DIRECTOR

STATE OF MONTANA

www.dphhs.mt.gov
(406) 444- 2676
FAX: (406) 444-1742

2401 Colonial Drive
2nd Floor
P.O. Box 202953
HELENA, MT 59620-2953

Dear Specialty Mental Health Facility Applicant;

Per your request, enclosed are the Specialty Mental Health Facilities administrative rules and application form. The facility's policies and procedures, which correspond to the regulations, are considered part of the application materials and must be submitted for review before the on-site inspection.

Please complete the application and return it to:
Beal Mossman, Mental Health Facility Surveyor
DPHHS/Quality Assurance Division/Licensure Bureau
2121 Rosebud Drive, Suite D,
Billings, MT 59102.

After receipt of the application, the licensure bureau will conduct an initial inspection of the facility within 45 working days, per MCA 50-5-204.

Thank you for your inquiry, if you have any questions or need assistance during the licensure process please contact Beal Mossman at 406-655-7624 or me at 406-563-3448 extension 222.

Respectfully,

Julie Fink
Licensing Program Manager
Licensure Bureau

Roy Kemp, Chief
Licensure Bureau
Quality Assurance Division

Enclosures